

**Town of Maynard  
COMMUNITY PRESERVATION COMMITTEE MEETING  
Wednesday, June 18, 2014 – Town Hall**

**2013-14 Committee Positions:**  
Chair – Mike Chambers  
Vice Chair – Rick Lefferts  
Treasurer – Diane Dahill  
Clerk – Jane Audrey-Neuhauser

Call to Order: Mike Chambers called the meeting to order at 7:08pm.

Members present: Jane Audrey-Neuhauser, clerk; Mike Chambers, Chair; John Dwyer; David Hull; Ellen Duggan

Members absent: Diane Dahill, Treasurer; Rick Lefferts, Vice Chair

Vacant Position: Capital Planning Committee; Planning Board

Others Present: Timothy Egan

**MEETING MINUTES:**

Minutes of the May 7, 2014 meeting were approved as corrected.

**ADMINISTRATIVE ITEMS:**

An email will be sent to Andrew to determine how they want us to proceed with documenting Jane Audrey-Neuhauser put the minutes on a flash drive.

VOTED to approve the following administrative expenses:

\$875 to Community Preservation Coalition for Annual Membership dues

\$19.11 to Jane Audrey-Neuhauser for flash drive for minutes.

Forms signed and will be given to the Town Accountant.

A request from the Historical Commission for \$ 749.04 for expenses related to the Artifacts Cataloging Project. HR010-09 was approved for payment. (forms signed and will be delivered to Town Accountant)

Stuart Saginor of the Community Preservation Coalition has reminded the CPC of the state requirement that any land purchased with CPA Funds, needs to have a permanent restriction on the land. He forwarded to us a sample from another town to save some legal expenses. Town Counsel will only need to review and make necessary changes instead of creating the entire document from scratch. Jane will deliver a copy of this document to Kevin Sweet along with the suggestion that the Sudbury Valley Trustees might be a logical organization to hold the restriction and that Linda Hansen (If she is willing) would be a good point person to help with this process.

Stuart also pointed out that Open Space funds may now be used for active recreation. Hence, if we wish, some bond payment funds can also be taken from the Open Space category.

**FINANCIAL:**

MIKE GUZZO, has finally recognized that the current accounting software does not lend itself well to the situation of the CPC with the specific account categories. He still promises to go through past records to give us a "history" and accurate account balances.

Mike Chambers is planning to do Town Warrant research at the library to determine the amounts deposited to each category and the amounts awarded at each of the Town Meetings since 2008.

The estimated amount of the 2013 CPA match distribution is \$ 104,691. The estimated amount of the anticipated CPA Surcharge income is \$ 157,665. The total estimated CPC Budget for FY15 is 262,356.

**RECOUPING UNEXPENDED FUNDS:**

The funding for the Affordable Housing Plan \$12,000 from the 2008 ATM and unexpended funds from recent Historic Restoration projects appear to be the major unexpended funds in question. We will finalize this process for the Fall Town Meeting. Mike Guzzo will be invited to the Aug. 6<sup>th</sup> CPC meeting to give us account balances and to direct us on how to proceed with this process. [[Subsequent to the meeting, Mike was contacted and has agreed to attend.]]

#### **BUSINESS:**

There are three positions which are scheduled to expire on June 30, 2014: Recreation, Selectmen, Planning Board – These are currently held by Mike Chambers and Jane Audrey-Neuhauser. Jane delivered a letter to the BOS requesting reappointment. Mike is planning to continue as Recreation representative. The Planning Board position is vacant. Jane will meet with the Town Clerk to try to resolve the differences between our understandings of the terms of service.

#### **ARTICLES FOR MAY TOWN MEETING–** ALL our approved projects were voted at Town Meeting.

OS012-14 -- \$10,000 – Conservation Fund Support – Approved

The annual request of the Conservation Commission. John Dwyer – liaison

HR0818-14 -- \$25,000 – Historic Properties Survey (MACRIS) Phase 2 – Approved

Ellen Duggan -- liaison

REC022-14 -- \$108,303 – Fowler Playground for Primary Aged Students – NOT Approved

Dave Hull -- liaison

REC023-14 -- \$42,000 -- Fencing for baseball field behind the high school – Approved

Mike Chambers – liaison

REC024-14 -- \$ 9,800 -- Rockland Field Renovation -- Approved

Jane Audrey-Neuhauser –liaison

Mike Chambers will send out the award letters and letters of condition to the recipients.

#### **UPDATES ON PREVIOUS PROPOSALS**

CH003-13 -- \$25,000 – Veteran's Housing Study

Thurs. June 26<sup>th</sup>, there will be a meeting at Town Hall at which the results of the Study will be presented.

HR017-13 -- \$7,500 --Scale and Cabinet Restoration

The Howard Scale is completed and now installed in the library on the second floor.

That project will return about \$1366 to the CPC.

-- \$140,000 -- Glenwood Cemetery Fence

Glenwood fence project is almost completed. The iron work around the receiving (across from the Boy's and Girl's club on Parker St.) is in process and the bricks tomb have been repointed. The doors of both the receiving tomb and the Family Tomb are being repaired. CPA Funds will be used only for the tomb. When all this is completed it looks as though there will be \$36,000 left from the CPC grant funds.

HR011-10  
The  
tomb  
at that  
Maynard  
receiving  
about

REC021-13 -- \$4,800 – Rockland Field Renovation

Kevin Feehily recently met with Chris Okafor in DPW to explain what the goals of the project are and to get his commitment to provide irrigation. He told Kevin that he is on board and wants to support the project. Kevin will setup another meeting with him to review a project plan and timetable as they look to do the field work in the Fall after

irrigation has been setup and tested this summer.

**TIMELINE** – dates for May 2015 Town Meeting --FY2016 CPA Proposals:

Friday, September 26, 2014 – Preliminary Application due (Distributed 10/1 CPC Mtg)  
October 15, 2014 – CPC determines eligibility and notifies applicants  
November 14, 2014 – Final Applications due (Distributed 10/19 CPC Mtg)  
December 3, 2014 – CPC develops lists of questions for proponents  
January 2015– meetings with proponents and discussion  
End of Feb./Beginning of March 2015 –  
PUBLIC HEARING & FINAL vote on proposals

The meeting was adjourned at 8:45 pm.

Respectfully submitted,

Jane Audrey-Neuhauser, Clerk

**NEXT MEETING DATES:**

Wednesday, July 16, 2014, 7:00pm, Town Hall.

Wednesday, August 6, 2014, 7:00pm, Town Hall -- Mike Guzzo to attend with account information.